

December 2005

**California Department of Education
California School Age Families Education (Cal-SAFE) Program
Application for Reimbursement of Start-Up Costs
Service-Level Exemption**

Agencies that are starting new child care programs or expanding to serve additional children may apply for service-level exemptions, which will provide augmentations for the new program or the portion of service represented by that additional capacity. Fifteen percent of the projected service level for the first fiscal year of operation may be used for start-up. These funds may apply to the following costs: the employment and orientation of necessary staff, the setting up of the program and facility, the finalization of rental agreements and the making of necessary deposits, and the purchase of a reasonable inventory of materials and supplies (*Education Code Section 8275*).

1. AGENCY INFORMATION

Agency Name: _____ Contact Person: _____

Agency Address: _____ City _____ ZIP: _____

Telephone Number: _____ E-Mail: _____

2. SITE INFORMATION: Start-up Funds are requested for a new program or an expansion at this site.

Site Name: _____ Site Supervisor: _____

Site Address: _____ City _____ ZIP: _____

Telephone Number: _____ E-Mail: _____

☐ This is a new child care site

☐ This existing site will increase its capacity to serve the children of enrolled Cal-SAFE families.

3. Indicate the number of children that will be served in each category by the new program or expansion:

Infants _____ Toddlers _____ Preschoolers _____

Days of Operation in one program year (July 1 to June 30) _____

4. List the expenditures that will be funded with this reimbursement:

5. AGENCY SIGNATURE:

Typed Name of Authorized Agent:	Title:
Signature of Authorized Agent:	Date:

Please submit this completed form to:

**Cal-SAFE Program
California Department of Education
1430 N Street, Suite 6408
Sacramento, California 95814**